



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01 September 2021 Period start date To 31 August  
2022 Period end date

Charity name: Berrynarbor Preschool

Charity registration number: 1031351

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The Aims of the preschool are to enhance the development and education of children primarily under the statutory school age.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none"><li>- Offering appropriate play, education and care facilities ensuring that all opportunities cater for all children whatever their race, culture, religion, means or ability.</li><li>- To provide a safe and secure environment for the education of 2 to 5 year olds</li><li>- To provide accommodation and equipment for the above purpose</li><li>- To raise money to pay for the preschools activities</li><li>- To fix and collect fees payable in respect of children attending outside the 15 – 30 hours of funded time and from parents whose children who are not funded.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference
Policy on grant making	Para 1.38

Policy on social investment  
including program related  
investment

Contribution made by  
volunteers

Para 1.38

Other

## Achievements and Performance

SORP reference

Summary of the main  
achievements of the charity,  
identifying the difference the  
charity's work has made to  
the circumstances of its  
beneficiaries and any wider  
benefits to society as a  
whole.

Para 1.20

**Berrynabor Preschool continues to  
provide a valuable resource within the  
village of Berrynabor. We continue to  
provide education to 2 – 5 year olds.  
Numbers on roll have remained**

**We continue to raise funds through  
fund raising events with the main  
event a Christmas raffle.**

## Additional information (optional)

You may choose to include further statements where  
relevant about:

Achievements against  
objectives set

Para 1.41

Performance of fundraising  
activities against objectives  
set

Para 1.41

Investment performance  
against objectives

Para 1.41

Other





## Financial Review

Review of the charity's financial position at the end of the period

Para 1.21 **The Preschool ran at a loss this year which we had planned for due to a large spend on our outside area which we had been planning for a couple of years.**

Statement explaining the policy for holding reserves stating why they are held

Para 1.22 **We have ring fenced £20000 of reserves in a deposit account. (£5000 more than last year due to increased running costs) This represents approximately one term of operating expenses and redundancies.**

Amount of reserves held

Para 1.22 **£19800 in current account  
£20000 in saving account**

Reasons for holding zero reserves

Para 1.22

Details of fund materially in deficit

Para 1.24

Explanation of any uncertainties about the charity continuing as a going concern

Para 1.23

## Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)

Para 1.47

Investment policy and objectives including any social investment policy adopted

Para 1.46

A description of the principal risks facing the charity

Para 1.46

Other



## Structure, Governance and Management

Description of charity's trusts:

Type of governing document

(trust deed, royal charter)

How is the charity

Para 1.25 **Constitution**

Para 1.25 **Trust**

constituted?  
(e.g. unincorporated  
association, CIO)

Trustee selection methods  
including details of any  
constitutional provisions e.g.  
election to post or name of  
any person or body entitled  
to appoint one or more  
trustees

Para 1.25 **Appointed by election at AMG, voted  
for by members at AGM**

## Additional information (optional)

You may choose to include further statements where  
relevant about:

Policies and procedures  
adopted for the induction  
and training of trustees

Para 1.51

The charity's organisational  
structure and any wider  
network with which the  
charity works

Para 1.51

Relationship with any  
related parties

Para 1.51

Other

## Reference and Administrative details

Charity name Berrynarbor Preschool  
Other name the charity uses  
Registered charity number 1031351  
Charity's principal address Berrynarbor Preschool  
Manor Hall  
Berrynarbor  
Ilfracombe  
N Devon, EX34 9SE



Names of the charity trustees who manage the charity				
	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Katrina Brown	Chairman		
2	Jody Latham	Treasure		
3	Nat Heath	Secretary		
4				
5				



6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name

Name of trustees holding title to property belonging to the charity

Trustee name Dates acted if not for whole year

☐

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity

Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects

Details of arrangements for safe custody and segregation of such assets from the charity's own assets

### Additional information (optional)

Names and addresses of advisers (Optional information)		
Type of adviser	Name	Address
Name of chief executive or names of senior staff members (Optional information)		
Susanna Hands ( Preschool Manager/ Leader)		

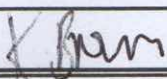
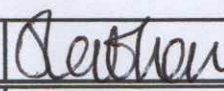
### Exemptions from disclosure

Reason for non-disclosure of key personnel details

### Other optional information

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### Declarations

The trustees declare that they have approved the trustees' report above.		
Signed on behalf of the charity's trustees		
Signature(s)		
Full name(s)	Katrina Brown	Jody Latham
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	01.05.23	

INCOME for example September 2021 to August 2022														
MONTH ONE: Sept 2021										OPENING ACCOUNTS				
DATE	DESCRIPTION	TYPE	TOTAL	FUNDING	FEES	DONATIONS	GRANT	MILK	E/RAISING	MISC	INTEREST	Training	BLANK	Check
07.09.21	Devonn CC		£ 12,030.00	12,030.00										
20.09.21	S Smith		£ 4.00						£ 4.00					
23.09.21	Devon CC		£ 88.35	£ 88.35										
27.09.21	L Robson		£ 418.50		£ 418.50									
27.09.21	D Yeoman		£ 4.00						£ 4.00					
27.09.21	S Smith		£ 10.00		£ 10.00									
28.09.22	C Brown		£ 91.00		£ 91.00									
TOTALS			£ 12,645.85	£ 12,118.35	£ 519.50	£ -	£ -	£ -	£ 8.00	£ -	£ -	£ -	£ -	£ 12,645.85
	MONTH TWO Oct 2021													
1.10.21	Devon cc		£ 176.40	£ 176.40										
04.10.21	J Moore		£ 217.00		£ 217.00									
05.10.21	J Latham		£ 162.00		£ 162.00									
5.10.21	P Hopkins		£ 81.00		£ 81.00									
11.10.21	L Robinson		£ 6.00						£ 6.00					
15.10.21	S Smith		£ 13.00		£ 13.00									
19.10.21	Hands S		£ 27.50						£ 27.50					
21.10.21	D Norman		£ 4.50						£ 4.50					
21.10.21	J Latham		£ 13.50		£ 13.50									
21.10.21	J Latham		£26.50						£ 26.50					
21.10.21	N Heath		£15.50						£ 15.50					
25.10.21	D Norman		£13.50		£ 13.50									
25.10.21	S Lewis		£9.00						£ 9.00					
25.10.21	(lockdown party & Xmas Card)500261		£120.00						£ 120.00					
25.10.21	(christmas cards)500262		£ 137.00						£ 137.00					
TOTALS			£ 1,022.40	£ 176.40	£ 500.00	£ -	£ -	£ -	£ 346.00	£ -	£ -	£ -	£ -	£ 1,022.40
	MONTH THREE Nov 2020													
01.11.22	Petroc		£ 145.80		£ 145.80									
2.11.22	Latham		£ 27.00		£ 27.00									
5.11.22	S Smith		£ 45.00		£ 45.00									
09.11.22		500263	£ 54.00						£ 54.00					
09.11.22	Coppin		£ 20.00						£ 20.00					
10.11.22	Latham		£ 31.50		£ 31.50									
15.11.22	Robson		£ 472.50		£ 472.50									
15.11.22	C Brown		£94.50		£ 94.50									
17.11.22	J Moore		£567		£ 567.00									
22.11.21	K Eacock		£ 20.00		£ 20.00									
22.11.22	Rulton		£ 5.00						£ 5.00					
23.11.22	National Savings		£ 708.75		£ 708.75									
23.11.22	National Savings		£ 708.75		£ 708.75									
29.11.21	S Smith		£ 97.50		£ 67.50				£ 30.00					
29.11.21	Devon cc		£3,657.00	£ 3,657.00										
30.11.21	J Moore		£ 15.00						£ 15.00					
30.11.21	(Bingo)500264		£ 286.00						£ 286.00					
30.11.21	(raffle)500265		£ 650.00						£ 650.00					
TOTALS			£ 7,605.30	£ 3,657.00	£ 2,888.30	£ -	£ -	£ -	£ 1,060.00	£ -	£ -	£ -	£ -	£ 7,605.30
	MONTH FOUR Dec 2021													
03.12.21	Devon CC		£ 475.00	£ 475.00										
08.12.21	J Robson		£ 10.00						£ 10.00					
10.12.21	(raffle)500266		£165						£ 165.00					
10.12.21	N Heath		£ 15.00						£ 15.00					
13.12.21	S Smith		£ 10.00						£ 10.00					
13.12.21	C Brown		£ 5.00						£ 5.00					
13.12.21	E Mallet		£ 5.00						£ 5.00					
15.12.21	N Heath		£ 5.00						£ 5.00					
20.12.21	J Latham		£ 5.00						£ 5.00					
24.12.21	Petroc		£ 145.80	£ 145.80										
TOTALS			£ 840.80	£ 620.80	£ -	£ -	£ -	£ -	£ 220.00	£ -	£ -	£ -	£ -	£ 840.80
	MONTH FIVE Jan 2021													
04.01.21	Hopkinson		£ 93.00		£ 87.75				£ 5.00					
10.01.21	Devon CC		£ 11,765.00	£ 11,765.00										
13.01.22	Moore J		£ 81.00		£ 81.00									
13.01.22	Moore J		£ 5.00						£ 5.00					
14.01.22	C Brown		£ 81.00		£ 81.00									
17.01.22	L Robson		£ 445.50		£ 445.50									
18.01.22	National Savings		£ 708.75		£ 708.75									
18.01.22	National Savings		£ 708.75		£ 708.75									
25.01.22	Bravo Benefits		£ 81.00		£ 81.00									
27.01.22	National Savings		£ 614.30		£ 614.30									
28.01.22	Petroc		£ 145.80		£ 145.80									
TOTALS			£ 14,729.10	£ 11,765.00	£ 2,953.85	£ -	£ -	£ -	£ 10.00	£ -	£ -	£ -	£ -	£ 14,728.85
	MONTH SIX Feb 2022													
07.02.22	Hopkinson		£ 81.00		£ 81.00									
21.02.22	Devon CC		£ 71.12	£ 71.12										

10.05.22	C Brown		£ 60.00		£ 60.00													
10.05.22	Martha Fry		£ 25.00		£ 25.00													
10.05.22	L Robson		£ 246.00		£ 246.00													
12.05.22	Bravo Benefits		£ 60.00		£ 60.00													
12.05.22	J Latham		£ 20.00		£ 20.00													
19.05.22	C Brown		£ 30.00		£ 30.00													
23.05.22	P Hopkins		£ 60.00		£ 60.00													
26.05.22	National Savinga		£ 445.50		£ 445.50													
27.05.22	National Savinga		£ 445.50		£ 445.50													
TOTALS			£ 1,473.00	£ -	£ 1,473.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,473.00			
	MONTH TEN June 2022																	
08.06.22	Petroc		£ 135.00		£ 135.00													
09.06.22	L Robson		£ 5.00			£ 5.00												
13.06.22	D Moore		£ 20.00			£ 20.00												
24.06.22	J Latham		£ 52.50		£ 52.50													
27.06.22	National Savings		£ 787.50		£ 787.50													
27.06.22	National Savings		£ 787.50		£ 787.50													
27.06.22	Schamotta JEC Tabitha		£ 120.00		£ 120.00													
28.06.22	L Robson		£ 525.00		£ 525.00													
29.06.22	Fry Martha		£ 70.00		£ 70.00													
29.06.22	C Brown		£ 105.00		£ 105.00													
TOTALS			£ 2,607.50	£ -	£ 2,582.50	£ 25.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,607.50			
	MONTH ELEVEN July 2022																	
08.07.22	Devon CC		£ 6,228.86		£ 6,228.86													
08.07.22	500267		£ 190.00						£ 190.00									
08.07.22	(bags 2 School) 500268		£ 92.00						£ 92.00									
13.07.22	Hopkinson		£ 81.00		£ 81.00													
TOTALS			£ 6,591.86	£ -	£ 6,309.86	£ -	£ -	£ -	£ 282.00	£ -	£ -	£ -	£ -	£ -	£ 6,591.86			
	MONTH TWELVE August 2020																	
01.08.22	Petroc		£ 145.80		£ 145.80													
TOTALS			£ 145.80	£ -	£ 145.80	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 145.80			
Yr Total			£ 66,958.67	£ 45,193.81	£ 19,813.61	£ 25.00	£ -	£ -	£ 1,926.00	£ -	£ -	£ -	£ -	£ -	£ 66,958.42			



## EXPENDITURE for Berrynarbor Preschool Sept 2020-Aug 2021

## MONTH ONE: September 2020

DATE	DESCRIPTION	TYPE	TOTAL	WAGES	HMRC	EQUIP	SNACK	F.RAISING	TRIPS	TRAIN	PLA/OFTED	Rent	NEST	PETTY CASH	RESOURCES	MISC	Total
20.09.21	Manor Hall		£ 350.00									£ 350.00					
21.09.21	SW Office Supplies		£ 431.70												£ 431.70		
21.09.21	HMRC		£ 316.28		£ 316.28												
21.09.21	L Blackmore		£ 465.14	£ 465.14													
21.09.21	L Cox		£ 760.92	£ 760.92													
21.09.21	L Parkinson		£ 496.18	£ 496.18													
21.09.21	S Hands		£ 1,571.78	£ 1,571.78													
30.09.21	AbbeyMead Saftey		£ 795.00							£ 795.00							
30.09.21	Paul Featon		£ 500.00													£ 500.00	
			£ 5,687.00	£ 3,294.02	£ 316.28	£ -	£ -	£ -	£ -	£ 795.00	£ -	£ 350.00	£ -	£ -	£ 431.70	£ 500.00	£ 5,687.00

## MONTH TWO OCT 2021

05.10.21	Nest		£ 86.06										£ 86.06				
05.10.21	HMRC		£ 288.52		£ 288.52												
05.10.21	Equals		£ 500.00											£ 500.00			
05.10.21	St Johns		£ 1,751.00			£ 1,751.00											
13.10.21	Nest		£ 99.75										£ 99.75				
20.10.21	Manor Hall		£ 350.00									£ 350.00					
20.10.21	Nest		£ 91.49										£ 91.49				
21.10.21	HMRC		£ 278.28		£ 278.28												
21.10.21	E Harris		£ 191.64	£ 191.64													
21.10.21	L Blackmore		£ 381.37	£ 381.37													
21.10.21	L Cox		£ 727.01	£ 727.01													
21.10.21	L Parkinson		£ 452.48	£ 452.48													
21.10.21	S Hands		£ 1,496.42	£ 1,496.42													
TOTALS			£ 6,694.02	£ 3,248.92	£ 566.80	£ 1,751.00	£ -	£ -	£ -	£ -	£ -	£ 350.00	£ 277.30	£ 500.00	£ -	£ -	£ 6,694.02

## MONTH THREE Nov 2020

09.11.21	Manor Hall		£ 45.00					£ 45.00									
09.11.21	R Hands		£ 240.00													£ 240.00	
09.11.21	G Beeney		£ 860.00													£ 860.00	
18.11.21	E Harris		£ 330.05	£ 330.05													
18.11.21	L Blackmore		£ 387.71	£ 387.71													
18.11.21	L Cox		£ 817.63	£ 817.63													
18.11.21	L Parkinson		£ 471.48	£ 471.48													
18.11.21	S Hands		£ 1,525.82	£ 1,525.82													
18.11.21	Babcock Learning		£ 30.60							£ 30.60							
18.11.21	S Lewis		£ 39.54					£ 39.54									
18.11.21	HMRC		£ 296.04		£ 296.04												
22.11.21	Manor Hall		£ 350.00									£ 350.00					
TOTALS			£ 5,393.87	£ 3,532.69	£ 296.04	£ -	£ -	£ 84.54	£ -	£ 30.60	£ -	£ 350.00	£ -	£ -	£ -	£ 1,100.00	£ 5,393.87

## MONTH FOUR Dec 2022

01.12.22	Ofted		£ 50.00								£ 50.00						
09.12.22	NEST		£ 94.71										£ 94.71				
20.12.22	Manor Hall		£ 350.00									£ 350.00					
20.12.22	S Hands		£ 1,550.30	£ 1,550.30													
20.12.22	HMRC		£ 325.64		£ 325.64												
20.12.22	E Harris		£ 484.42	£ 484.42													
20.12.22	L Blackmore		£ 381.37	£ 381.37													
20.12.22	L Cox		£ 947.39	£ 947.39													
20.12.22	L Parkinson		£ 370.15	£ 370.15													
TOTALS			£ 4,553.98	£ 3,733.63	£ 325.64	£ -	£ -	£ -	£ -	£ -	£ 50.00	£ 350.00	£ 94.71	£ -	£ -	£ -	£ 4,553.98

## MONTH FIVE Jan 2021

07.01.22	IQ Digitak		£ 169.95					£ 169.95									
20.01.22	Manor Hall		£ 350.00									£ 350.00					
21.01.22	GLS		£ 89.15												£ 89.15		
21.01.22	S Hands		£ 1,500.00	£ 1,500.00													
21.01.22	L Parkinson		£ 350.00	£ 350.00													
21.01.22	L Cox		£ 720.00	£ 720.00													
21.01.22	L Blackmore		£ 350.00	£ 350.00													
21.01.22	E Harris		£ 125.00	£ 125.00													
25.01.22	Equals		£ 250.00											£ 250.00			
25.01.22	Equals		£ 500.00											£ 500.00			
25.01.22	L Parkinson		£ 13.53	£ 13.53													
25.01.22	L Cox		£ 107.08	£ 107.08													
25.01.22	E Harris		£ 45.35	£ 45.35													
25.01.22	S Hands		£ 8.15	£ 8.15													
25.01.22	HMRC		£ 288.24		£ 288.24												
TOTALS			£ 4,866.45	£ 3,219.11	£ 288.24	£ -	£ -	£ 169.95	£ -	£ -	£ -	£ 350.00	£ -	£ 750.00	£ 89.15	£ -	£ 4,866.45

## MONTH SIX Feb 2022

02.02.22	Early years alliance		£ 629.81								£ 629.81						
03.02.22	NEST		£ 97.39										£ 97.39				
07.02.22	Equals		£ 500.00											£ 500.00			
07.02.22	Excel Group		£ 101.98												£ 101.98		
10.02.22	NEST		£ 92.78										£ 92.78				
17.02.22	L Parkinson		£ 363.53	£ 363.53													
17.02.22	HMRC		£ 307.12		£ 307.12												
17.02.22	E Harris		£ 649.45	£ 649.45													
17.02.22	L Blackmore		£ 323.16	£ 323.16													
17.02.22	L Cox		£ 717.83	£ 717.83													
17.02.22	S Hands		£ 1,553.40	£ 1,553.40													
17.02.22	L Harvey		£ 490.92	£ 490.92													
21.02.22	Manor Hall		£ 370.00									£ 370.00					
TOTALS			£ 6,197.37	£ 4,098.29	£ 307.12	£ -	£ -	£ -	£ -	£ -	£ 629.81	£ 370.00	£ 190.17	£ 500.00	£ 101.98	£ -	£ 6,197.37

## MONTH SEVEN Mar 2021

16.03.22	Nicola Hooper		£ 180.00													£ 180.00	
16.03.22	Babcock Learning		£ 122.40							£ 122.40							
16.03.22	Sw Office Supplies		£ 230.64												£ 230.64		
16.03.22	R Hands		£ 260.00													£ 260.00	
21.03.22	Manor Hall		£ 370.00									£ 370.00					
21.03.22	E Harris		£ 457.81	£ 457.81													
21.03.22	HMRC		£ 292.16		£ 292.16												
21.03.22	S Hands		£ 1,524.20	£ 1,524.20													
21.03.22	L Parkinson		£ 363.53	£ 363.53													
21.03.22	L Harvey		£ 465.20	£ 465.20													
21.03.22	L Cox		£ 717.83	£ 717.83													
21.03.22	L Blackmore		£ 354.03	£ 354.03													
TOTALS			£ 5,337.80	£ 3,882.60	£ 292.16	£ -	£ -	£ -	£ -	£ 122.40	£ -	£ 370.00	£ -	£ -	£ 230.64	£ 440.00	£ 5,337.80

## MONTH EIGHT Apr 2022

01.04.22	Early Years		£ 378.00								£ 378.00						
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20.04.22	Manor Hall		£ 370.00									£ 370.00						
20.04.22	S Hands		£ 1,556.35	£ 1,556.35														
20.04.22	L Parkinson		£ 390.29	£ 390.29														
20.04.22	L Cox		£ 803.87	£ 803.87														
20.04.22	L Harvey		£ 486.48	£ 486.48														
20.04.22	L Blackmore		£ 299.88	£ 299.88														
20.04.22	HMRC		£ 324.47		£ 324.47													
20.04.22	E Harris		£ 638.80		£ 638.80													
20.04.22	SW office Supplies		£ 82.57												£ 82.57			
20.04.22	Babcock Learning		£ 30.60							£ 30.60								
TOTALS			£ 5,361.31	£ 5,356.87	£ 963.27	£ -	£ -	£ -	£ -	£ 30.60	£ 378.00	£ 370.00	£ -	£ -	£ 82.57	£ -	£ 5,361.31	
	MONTH NINE May 2022																	
04.05.22	Nest		£ 192.26									£ 192.26						
12.05.22	SW Office Supply		£ 103.25												£ 103.25			
12.05.22	Richards Hands		£ 300.00													£ 300.00		
12.05.22	Early Years		£ 33.84								£ 33.84							
12.05.22	TK Play		£ 5,000.00			£ 5,000.00												
17.05.22	HMRC		£ 350.08		£ 350.08													
17.05.22	L Harvey		£ 475.65	£ 475.65														
17.05.22	E Harris		£ 675.22	£ 675.22														
17.05.22	L Blackmore		£ 375.71	£ 375.71														
17.05.22	L Cox		£ 792.20	£ 792.20														
17.05.22	L Parkinson		£ 411.96	£ 411.96														
17.05.22	S Hands		£ 1,604.66	£ 1,604.66														
17.05.22	TK Play		£ 5,236.00			£ 5,236.00												
20.05.22	Manor Hall		£ 370.00									£ 370.00						
TOTALS			£ 15,920.83	£ 4,335.40	£ 350.08	£ 10,236.00	£ -	£ -	£ -	£ -	£ 33.84	£ 370.00	£ 192.26	£ -	£ 103.25	£ 300.00	£ 15,920.83	
	MONTH TEN June 2022																	
06.06.22	Equals		£ 500.00												£ 500.00			
06.06.22	Savings Account Transfer	5000.00																
20.06.22	Manor Hall		£ 370.00									£ 370.00						
20.06.22	E Harris		£ 661.21	£ 661.21														
20.06.22	HMRC		£ 360.35		£ 360.35													
20.06.22	S Hands		£ 1,609.06	£ 1,609.06														
20.06.22	L Parkinson		£ 429.46	£ 429.46														
20.06.22	L Cox		£ 875.08	£ 875.08														
20.06.22	L Harvey		£ 433.15	£ 433.15														
20.06.22	L Blackmore		£ 379.88	£ 379.88														
TOTALS			£ 5,618.19	£ 4,387.84	£ 360.35	£ -	£ -	£ -	£ -	£ -	£ -	£ 370.00	£ -	£ 500.00	£ -	£ -	£ 5,618.19	
	MONTH ELEVEN July 2020																	
06.07.22	NEST		£ 203.85									£ 203.85						
20.07.22	Manor Hall		£ 370.00									£ 370.00						
20.07.22	SW Office Supplies		£ 78.94			£ 78.94												
20.07.22	S Hands		£ 1,587.21	£ 1,587.21														
20.07.22	L Parkinson		£ 401.13	£ 401.13														
20.07.22	L Cox		£ 749.70	£ 749.70														
20.07.22	L Blackmore		£ 299.88	£ 299.88														
20.07.22	L Harvey		£ 443.15	£ 443.15														
20.07.22	E Harris		£ 423.06	£ 423.06														
20.07.22	HMRC		£ 295.53		£ 295.53													
20.07.22	Lora May		£ 150.00												£ 150.00			
TOTALS			£ 5,002.45	£ 3,904.13	£ 295.53	£ 78.94	£ -	£ -	£ -	£ -	£ -	£ 370.00	£ 203.85	£ -	£ 150.00	£ -	£ 5,002.45	
	MONTH TWELVE August 2022																	
11.08.22	Nest		£ 105.11									£ 105.11						
22.08.22	Manor Hall Trust		£ 370.00									£ 370.00						
22.08.22	S Hands		£ 1,603.73	£ 1,603.73														
22.08.22	L Parkinson		£ 401.13	£ 401.13														
22.08.22	L Blackmore		£ 343.21	£ 343.21														
22.08.22	HMRC		£ 303.97		£ 303.97													
22.08.22	L Harvey		£ 508.15	£ 508.15														
22.08.22	L Cox		£ 825.53	£ 825.53														
										</								

### **Profit and loss and balance sheet for Berrynarbor Pre-school**

## Profit and loss report

INCOME		EXPENDITURE	
Funding	£ 45,193.81	Wages	£ 44,855.25
Fees	£ 19,813.61	HMRC	£ 4,665.48
Donations	£ 25.00	Equipment	£ 12,065.94
Grants	£ -	Snack	£ -
Milk	£ -	Fundraising	£ 254.49
Fundraising	£ 1,926.00	Trips	£ -
Misc	£ -	Training	£ 978.60
Interest	£ 2.10	PLA/OFSTED	£ 1,091.65
Blank	£ -	Utilities	£ 4,340.00
Blank	£ -	Expenses	£ 1,063.40
		Petty Cash	£ 2,250.00
		Resources	£ 1,189.29
		Misc	£ 2,340.00
Total	£ 66,960.52	total	£ 75,094.10
Total		total	
Profit/Loss		-£	8,133.58

**1st September 2021 to 31st August 2022**

## Balance sheet

ACCOUNTS		
	Opening cash position	48,003.96
	Profit/loss	-£ 8,133.58
	Closing cash position	£ 39,870.38
	Petty cash	£ 33.15
	BANK	
	ACCOUNT	£ 19,833.01
		£ 20,038.49
	TOTAL	£ 39,871.50
	Equals card	£ 347.30
NOTE	Petty cash	£ 33.15
THE TWO GREEN NUMBERS SHOULD BE THE SAME		

THE TWO GREEN NUMBERS SHOULD BE THE SAME



## Appendix 3.1 Cash flow layout

### Example

[illegible]

[illegible]

### 3 Term Budget Forecast & Monitoring Form

	<i><b>AUTUMN</b></i>	<i><b>AUTUMN</b></i>	<i><b>SPRING</b></i>	<i><b>SPRING</b></i>	<i><b>SUMMER</b></i>	<i><b>SUMMER</b></i>
	<i><b>Projected</b></i>	<i><b>Actual</b></i>	<i><b>Projected</b></i>	<i><b>Actual</b></i>	<i><b>Projected</b></i>	<i><b>Actual</b></i>
<b>RECEIPTS</b>						
FUNDING AT £12 PER SESSION, 3 HR (3YRS)						
FUNDING AT £12.60 PER SESSION, 3 HR 2YRS						
FEES AT £15 PER SESSION, 3 HR						
MILK REFUND						
TODDLER FEES						
LUNCH CLUB						
AFTERSCHOOL CLUB						
GRANTS AND DONATIONS						
BANK INTEREST						
OTHER RECEIPTS						
<b>TOTAL RECEIPTS</b>						



<b>PAYMENTS</b>						
<b>August</b>						
<b>Sept</b>						
<b>Oct</b>						
<b>Nov</b>						
<b>Dec</b>						
<b>Jan</b>						
<b>Feb</b>						
<b>March</b>						
<b>April</b>						
<b>May</b>						
<b>June</b>						

<b>July</b>						
Staff wages total						
Admin/stationery/Postage						
PLA wages fee						
Telephone/Internet						
Rent						
Equipment/Toys						
Groceries						
Courses/subs						
Insurance & memberships			0		0	
Misc						
<b>TOTAL PAYMENTS</b>						

<b>SURPLUS/DEFICIT</b>						

Fundraising Tagets			0		0	
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[illegible]

[illegible]

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# Independent examiner's report on the accounts



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Berrynarbor Pre-school

**On accounts for the year  
ended**

31<sup>st</sup> August 2022

**Charity no  
(if any)**

1031351

**Set out on pages**

2

(remember to include the page numbers of additional sheets) <sup>2</sup>

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [ ] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

*Nicola Hooper*

**Date:**

20<sup>th</sup> January 2023



<b>Name:</b>	NICOLA HOOPER
<b>Relevant professional qualification(s) or body (if any):</b>	FMAAT
<b>Address:</b>	21 CHERRY TREE CLOSE
	EXETER
	DEVON EX4 5AT

## Section B

### Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

**Give here brief details of any items that the examiner wishes to disclose.**